

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD
MEETING HELD FEBRUARY 5, 2018, GOSHEN, INDIANA**

The Board of Public Works and Safety and Stormwater Board of the City of Goshen met in the Council Chambers, 111 East Jefferson Street on February 5, 2018, at 2:00 P.M. for their weekly Board meeting. Mayor Stutsman was the presiding officer with members of the Board present or absent as follows:

PRESENT: Mayor Stutsman, Board Member Day

ABSENT: Board Member Landis

OTHERS: Clerk-Treasurer Administrative Assistants, City Attorney, Assistant City Planning and Zoning Administrator, Fire Chief, Assistant Fire Chiefs, Assistant Police Chief, Assistant Building Commissioner, Street Commissioner, Mayor's Administrative Assistant, Wastewater Superintendent, Water and Sewer Superintendent, Utilities Billing Office Manager, Director of Public Works, Central Garage Fleet Maintenance Manager, Communications Coordinator.

Minutes of the meeting of January 8, 2018 and January 16, 2018 were presented. On motion of Board Member Day and second by Mayor Stutsman, the minutes were approved as presented.

REQUEST TO APPROVE PROBATIONARY FIREFIGHTERS

Fire Chief Danny Sink requested Board approval to Hire Colton C. Cox as a probationary firefighter effective February 6, 2018. Mr. Cox has passed the pension requirements for the State of Indiana.

Fire Chief Danny Sink requested Board approval to Hire Joshua N. Ortiz as a probationary firefighter effective February 6, 2018. Mr. Ortiz has passed the pension requirements for the State of Indiana.

Fire Chief Danny Sink requested Board approval to Hire Ryan E. Ule as a probationary firefighter effective February 6, 2018. Mr. Ule has passed the pension requirements for the State of Indiana.

Board Member Day moved to approve the request. Second by Mayor Stutsman and motion passed unanimously.

REQUEST TO APPROVE CONDITIONAL OFFER OF EMPLOYMENT

Legal Department Paralegal Amanda Fisher requested Board approval on behalf of the Police Department to extend a conditional offer of employment to Brian K. Abshire and execute the Conditional Offer of Employment Agreement which sets forth the prerequisites to beginning employment as a probationary patrol officer. Mr. Abshire must first complete and pass the baseline statewide physical and mental examinations. The Board will be requested to confirm the offer of employment when a position opening becomes available in the Police Department.

Legal Department Paralegal Amanda Fisher requested Board approval on behalf of the Police Department to extend a conditional offer of employment to Aaron D. Johnson and execute the Conditional Offer of Employment Agreement which sets forth the prerequisites to beginning employment as a probationary patrol officer. Mr. Johnson must first complete and pass the baseline statewide physical and mental examinations. The Board will be requested to confirm the offer of employment when a position opening becomes available in the Police Department.

Board Member Day moved to approve the request. Second by Mayor Stutsman and motion passed unanimously.

REQUEST TO APPROVE AGREEMENT—UMBAUGH & ASSOCIATES

Utilities Billing Office Manager Kelly Saenz requested Board approval for two agreements with Umbaugh & Associates for their professional accounting services to provide financial management reports. One agreement is for the Water Utility and one agreement is for the Sewer Utility. The scope of the work is identical for each Utility and requires a series of seven reports for a total cost of \$42,300.00 for each Utility Agreement.

Year End Journal Entries 2017	\$2,500.00
June 30, 2018	\$6,500.00
Year End Journal Entries 2018	\$2,500.00
Year End 2018	\$9,000.00
June 30, 2019	\$6,850.00
Year End Journal Entries 2019	\$5,500.00
Year End 2019	<u>\$9,450.00</u>
	\$42,300.00

Board Member Day moved to approve the request. Second by Mayor Stutsman and motion passed unanimously.

**REQUEST TO APPROVE INFRASTRUCTURE—VILLAS OF WATERFORD
COMMONS II JN: 2006-2004**

Director of Public Works Dustin Sailor requested Board approval to accept infrastructure for the Villas of Waterford Commons II. The installation of infrastructure (storm sewer, sanitary sewer, water main, concrete curb, asphalt pavement) has been satisfactorily completed for the above listed project. The Engineering Department recommends that the infrastructure be accepted for maintenance. The three-year maintenance bonds (10% of the construction costs) for the infrastructure have been submitted to the City of Goshen Engineering Department.

Board Member Day moved to approve the request. Second by Mayor Stutsman and motion passed unanimously.

**REQUEST TO APPROVE INFRASTRUCTURE—WATERFORD COMMONS
BUSINESS PARK JN: 2016-0033**

Director of Public Works Dustin Sailor requested Board approval to accept infrastructure for the Waterford Commons Business Park. The installation of infrastructure (storm sewer, sanitary sewer, water main, concrete curb, asphalt pavement) has been satisfactorily completed for the

above listed project. The Engineering Department recommends that the infrastructure be accepted for maintenance. The three-year maintenance bonds (10% of the construction costs) for the infrastructure have been submitted to the City of Goshen Engineering Department.

Board Member Day moved to approve the request. Second by Mayor Stutsman and motion passed unanimously.

REQUEST TO APPROVE EXTENSION OF SURVEY WORK—
DLZ INDIANA, LLC JN: 2014-0046

Director of Public Works Dustin Sailor requested Board approval for an agreement with DLZ Indiana, LLC for the extension of survey work to an existing survey for Dickerson Landing Phase VI project. The work is to be completed within 12 days of the Notice to Proceed from the City at a not to exceed cost of \$1,950.00.

Board Member Day moved to approve the request. Second by Mayor Stutsman and motion passed unanimously.

ANNOUNCEMENTS

Mayor Stutsman was pleased to announce that he was appointing local resident and business owner Brian Krider to the Redevelopment Commission. Tom Stump and Vince Turner have also agreed to be reappointed to the Redevelopment Commission. These are annual appointments.

There are three positions available on the CRC:

- John Ferguson resigned to pursue other interests. Retroactive to January 9, 2018, Michele Fanfare-Steury has been appointed to complete his term, which ends in December of this year.
- Judy Snider's term ended in December 2017, and she has asked to not be reappointed. Goshen College Associate Professor and local resident Jose Rocha has been appointed in her place.
- Nate Mateer Rempel will not be reapplying for a position on the CRC. Local resident and Pastor Clarence Hogan has been appointed to in his place.
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Both Rocha and Hogan are appointed to three-year terms ending December 31, 2020.

There being no further business Mayor Stutsman moved to process claims and then to adjourn. Second by Board Member Day and motion passed unanimously.

BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD:

MAYOR JEREMY STUTSMAN _____

BOARD MEMBER MITCHELL DAY _____

BOARD MEMBER MICHAEL A. LANDIS _____

ATTEST _____
CLERK-TREASURER ANGIE MCKEE